

**Work Plan No.: B.01-02 - Traction Power Procurement and Planning Support for Measure RR Projects**

**Scope:**

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**2.0 SCOPE OF SERVICES**

Under this Work Plan, PGH Wong Engineering, Inc. will provide procurement and planning support services for Measure RR Projects including 34.5kV Cable Upgrade Projects by BART maintenance forces, as follows:

- I. Material and Procurement support services will include the following:
  - a) Assembly of technical procurement documentation including purchase requisition drafting, sourcing based on current market conditions, IFB drafting, and source selection criteria as needed
  - b) Procurement Planning and Scheduling support for materials and services.
    - i. Interfacing with installation team for installation needs to meet schedule and site related requirements.
    - ii. Interface/liaise internally and externally
  - c) RFP package preparation
  - d) Pre and post RFP package preparation coordination with vendors
  - e) Assemble PR package documents for internal BART routing through submittal Acquisition Services
  - f) Material Quantity Take-offs, as required
  - g) Prepare Independent Cost Estimates for RFP and IFB
  - h) Develop material requirements lists including site assessment and coordination with BART Engineering
  - i) Technical warehouse receiving support
  - j) Liaising with vendors and BART warehouse for delivery notifications and status of materials received
  - k) Process Material Laydown Request forms
  - l) Process Material Inspection Receiving reports
  - m) Prepare material status reports

**Prime: PGH Wong Engineering, Inc.**

<b>Subconsultant</b>	<b>Amount</b>	<b>DBE (Y/N)</b>	<b>SBE (Y/N)</b>
Cornerstone	\$490,896	Y	Y

**Work Plan Value: \$2,256,364**